

Martinsville Fire & EMS

Inspections Division

403-5173

Ted Anderson-Fire Marshal/Building Official

Tammy Davis-Permit Technician

Kris Bridges-Combination Inspector

Andy Powers-Prop. Main/Fire Inspector

Building Permits (where required)

- Construction or destruction of a structure.
- A change of occupancy.
- Movement of a lot line that increases the hazard or decreases the safety of a structure.
- Removal or disturbing of asbestos containing materials.

Building Permits (where exempt)

- Low voltage wiring (unless fire rated or smoke control component).
- Detached accessory structure less than 150 square feet.
- Detached pre-fab structures less than 150 square feet.
- Tents or air supported structures of less than 900 square feet and occupant load of 50. (still requires Fire Permit)

Building Permits (exempt continued)

- Fences and privacy walls less than 6 feet tall.
- Retaining walls supporting less than 2 feet of unbalanced fill.
- Swimming pools less than 150 square feet and less than 2 feet deep.
- Replacement of above-ground LP gas containers of like size and location.
- Ordinary repairs.

Requirements to Obtain a Permit

- Provide proof of license and insurance to perform work detailed in application, or
- Sign an affidavit stating you are not subject to that requirement (owner doing work).

Construction Documents

- Submitted with application.
- Site Plan.
- Engineering Details.
- Submitted for Plans Review.

Building Inspections

- Duty to notify. Permit holder has a duty to notify the Building Official when work has reached a stage where an inspection is required.
- Duty to inspect. Building Official has a duty to conduct the inspection once notified.
- If unable to inspect within 48 hours, must accept third party inspection.

Minimum Required Inspections

- Footing prior to concrete.
- Foundation.
- Slab prep prior to concrete.
- Structural members and fasteners prior to concealment.
- Electrical, Mechanical, and Plumbing prior to concealment.
- Insulation.
- Final.

Code Enforcement

- USBC, SFPC, VPMC, Va. State Code, and City Ordinances.
- Punishment can range from civil penalties to time in jail.

Code Enforcement Steps

- Corrective order.
- Notice of violation.
- Re-inspection.
- Stop work order.
- Abate violation.
- Charge owner for abatement costs.
- Court orders.
- *Anonymous Complaints*